

EMERGENCY SERVICES TRAINING / LOGISTICS DEPUTY CHIEF

GENERAL DEFINITION OF WORK:

FLSA Status: Exempt

Performs difficult protective service and administrative work in the development and implementation of training programs for fire and rescue service personnel; does related work as required. Work may be performed under emergency conditions and may involve an element of personal danger. Work is performed under general supervision. Supervision is exercised over subordinate personnel.

ESSENTIAL FUNCTIONS/TYPICAL TASKS:

Planning, implementing and supervising departmental training and hazardous materials programs; preparing and maintaining detailed records and files.

(These are intended only as illustrations of the various types of work performed. The omission of specific duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.)

- Manages the Training Division of the Fire, Rescue and Emergency Services Department; develops and manages the delivery of an orientation program.
- Prepares, schedules and advertises all fire, rescue and emergency services training programs; assigns approved teaching personnel and equipment for each class; administers training programs.
- Prepares and distributes statistical reports of course status and costs; maintains training records of all personnel; plans, organizes, directs, coordinates and supervises the EMT Instructor in charge of VA EMT instruction, part time instructors and evaluates instructional quality of all fire and rescue instructors.
- Develops and implements policies, rules, regulations and SOPs pertaining to the Training Division; works with the Fauquier County Public Schools to coordinate the current daytime EMT and Firefighting programs as Liberty and Fauquier High Schools.
- Reviews work of subordinate staff to ensure compliance with policies, rules, regulations and statutory requirements; assists with training activities of fire and rescue companies to include special program training such as hazard/site specific training.
- Provides logistical support for and programs 800 MHz radios; manages the respiratory protection program.
- Develops Volunteer Fire Rescue Orientation program consisting of at least 8 hours; schedules instructors and new personnel to attend the classes; schedules initial immunizations such as Hepatitis B vaccination to be given at the orientation.
- Coordinates training and preparedness through the DFES Chief for Evacuation Shelters which will involve coordination with the Red Cross and the School Principals.
- Performs related tasks as required.

KNOWLEDGE, SKILLS AND ABILITIES:

Comprehensive knowledge of the methods, practices and techniques of fire service operations; skill in instructing fire training courses; ability to evaluate and recommend changes to improve the effectiveness of training programs; thorough knowledge of fire ground operations and safety concerns related to these operations; thorough knowledge of the Incident Command System and all of its elements; ability to reduce relatively complex ideas into easily understood presentations; ability to prepare records and reports; ability to coordinate a wide variety of training programs and resources and to supervise and direct the work of others; ability to establish and maintain effective working relationships with associates.

EDUCATION AND EXPERIENCE:

Any combination of education and experience equivalent to graduation from an accredited community college with major course work in fire science, emergency medical services or related field and considerable experience in fire suppression.

PHYSICAL REQUIREMENTS:

This is heavy work requiring the exertion of 100 pounds of force occasionally, up to 50 pounds of force frequently, and up to 20 pounds of force constantly to move objects; work requires climbing, balancing, stooping, kneeling, crouching, crawling, reaching, standing, walking, pushing, pulling, lifting, grasping, feeling, and repetitive motions; vocal communication is required for expressing or exchanging ideas by means of the spoken word, and conveying detailed or important instructions to others accurately, loudly, or quickly; hearing is required to perceive information at normal spoken word levels, and to receive detailed information through oral communications and/or to make fine distinctions in sound; visual acuity is required for depth perception, color perception, night vision, peripheral vision, preparing and analyzing written or computer data, visual inspection involving small defects and/or small parts, use of measuring devices, assembly or fabrication of parts at or within arms length, operation of machines, operation of motor vehicles or equipment, determining the accuracy and thoroughness of work, and observing general surroundings and activities; the worker is subject to inside and outside environmental conditions, extreme cold, extreme heat, noise, vibration, hazards, atmospheric conditions, oils, and wearing a self contained breathing apparatus. The worker may be exposed to bloodborne pathogens and may be required to wear specialized personal protective equipment.

SPECIAL REQUIREMENTS:

Possession of an appropriate commercial driver's license valid in the Commonwealth of Virginia. Possession of Instructor III, Firefighter

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential tasks.

II, HazMat, EMT, EVOC III, VDFP's Driver Pump Operator and Strategy and Tactics certificates. Must meet and maintain minimum qualifications for position as established by the department and the Commonwealth of Virginia.

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